



Missouri Department of Higher Education and Workforce Development

FREQUENTLY ASKED QUESTIONS (FAQs) ABOUT...

**OWD Issuance 13-2019: Statewide WIOA Youth Program
Framework and Design Policy**

(Issued: December 26, 2019)

Update: August 2021.

Q: Are there new directions on how to determine if a youth lives in a high-poverty area for the Youth program?

A: Yes. The USDOL released TEGL 21-16, Change 1, which provides updated guidance on how to determine whether youth live in a high-poverty area.

TEGL 21-16, Change 1 is located online [here](#). The associated WorkforceGPS content with this information can be reached [here](#).

Q: Is there a required format for completing the Objective Assessment (OA)?

A: There is no required format for recording information in the OA. Staff may use locally developed paper OAs, the electronic OA in MoJobs, or even record the components required in the OA in case notes. Whatever method issued, staff must ensure that all required categories have been identified and summarized in one location.

When documenting the results of each required assessment, staff must include skills and/or competencies the assessment resulted in and what skills and/or competencies the individual needs to enter into their career pathway.

For staff using the electronic OA in MoJobs, results from assessing a youth for developmental needs must be identified and highlighted in the OA, as this category is not listed in the electronic OA.

Update: May 2021.

Q: How do staff record youth registered apprenticeship activity?

A: Registered Apprenticeship (RA) itself is not one of the approved 14 WIOA youth elements; however, DOL clearly states that WIOA Youth can support RA activity through ITAs and through OJT agreements. In order to document youth RA activity

fully, staff must first record the appropriate youth element being supported through WIOA, either the 416-Youth Occupational Skills Training activity code or the 428-Youth OJT activity code. Second, staff must record the 423-Youth Apprenticeship activity code to reflect the RA training.

Update: December 2020.

Q: What waiver request was approved for serving ISY through the use of Individual Training Accounts?

A: The State requested a waiver of 20 CFR 681.550 to allow WIOA individual training accounts (ITAs) for in-school youth (ISY). This request was approved by the US Department of Labor–Employment & Training Administration effective now through June 30, 2022. As a result, the State and local areas may use ITAs for ISY, ages 16–21. Approval of this waiver should not impede the State’s efforts to prioritize OSY, including outreach to the OSY population.

Additional note, ITAs may only be established using eligible training providers.

Update: April 2020.

Q: If staff use the WorkKeys assessment for the required basic skills assessment, would they record those numbers under the basic skills tab even though it is not the same type of format as TABE, or record those under the normal place to put in WorkKeys scores?

A: Staff cannot post WorkKeys scores in the EFL MSG tab, but other than that, it does not matter where the scores are entered. Staff need to make it clear that WorkKeys was the assessment method used. In the Objective Assessment, staff will need to make sure either the scores are entered or the information is entered into the summary box.

Last updated: February 2020.

Q: Do Youth staff have to complete all four quarterly follow-up tabs or just the 2nd and 4th quarter tabs?

A: Yes, staff must complete all four quarterly follow-up tabs in all Youth records. It is imperative that staff obtain employment and post-secondary education information in order to meet the Youth Credential Attainment performance measure.

Please direct all questions or comments regarding the Issuance or this FAQ document to dwdpolicy@dhewd.mo.gov. All active Issuances are available at jobs.mo.gov/dwdissuances. Expired/rescinded Issuances are available on request.

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